



Virginia State Office of Rural Health (VA-SORH) Sub-Recipient Application Form

Awards consist of **annual grants** that range in value from **\$1,000 to \$35,000**. Recipients **must reapply** each year and will receive subsequent grants based on their progress and performance. **Priority** will be given to grantees that demonstrate a need for the funding, have a clear plan in place for using the funding, and can articulate the anticipated impact of the funding if received.

To be eligible for consideration for a VA-SORH Sub-recipient grant, organizations must:

- Applications will open in **December** and the following **March** of each year. Submissions must be received by **February** for fall/winter consideration and by **April 15th** for spring consideration.
***Note:** The Spring grant application release is contingent on the amount of funding availability after the Fall application cycle, so please do not wait to apply in the Spring if you are interested.*
- Funding will be dispersed during the fiscal year to start **July 1st-June 30th**. Applications must be received **by 5 p.m.** on the day of the deadline. If the deadline falls on a weekend or holiday, the deadline will be extended to the next regular business day.
- A public agency, tribal organization or private non-profit holding a 501(c)(3) tax-exemption in the Commonwealth of Virginia that is a designated rural service provider, Rural Health Clinic, Health Professional Shortage Area or a Medically Underserved Area/Population.
- **Project must be completed within 12 months** from the date the grant money is awarded. If your organization is asking for partial funding of a larger project, you must include a total budget plan that clearly shows how the organization will complete the project within 12 months.
- The organization must be able to demonstrate it is **financially stable** through provided statement of other sources of funds.
- The organization must provide a **budget narrative** that supports the requested funding amount.
- **Salaries cannot** exceed more than **20%** of the budget requested from VA-SORH project beyond the intended grant year. **Per Virginia Department of Health Policy, additional salary tracking information will be required if awarded.**
- **Must demonstrate** future plans without continued funding if the grant is not renewed. Please list all current funding sources.
- **The amount of funding requested must accurately reflect the budget narrative submitted to fund the project; upon review by the panel.**
- Submit a **Metric Tracking Plan that demonstrates proposed outcomes measure that focus on the VA-SORH five target areas**. Metrics must demonstrate a positive impact on the community involved through the target areas of the grant and show measurement tools used to track data collected.
- Innovative **Marketing Plan** that shows collaboration with local health department and/or other organizations focusing on rural needs.
- The organization must have a program currently operating or impacting any of the following focus areas (May combine more than one focus area):
 - Workforce Development Programs
 - Telehealth
 - Substance Misuse Disorders
 - Behavioral Health
 - Mobile Integrated Health/Community Paramedicine

Examples of projects (Potential increase in funding for organizations with projects such as below):

- Integrated coordinated care within a healthcare system using patient navigators and Community Health Workers (CHW's). CHW's are trained on hypertension, diabetic management, etc.
- Opioid-Case management with Law enforcement and/or drug courts. Collaborate with local law enforcement to provide case management and resources for substance abuse clients instead of processing client into system during booking process.
- Collaborative Telehealth Behavioral using local health department, local community service board, or local healthcare provider to facilitate telehealth referrals and care coordination.
- Engage/Partner with non-traditional organizations/agencies to address upstream root causes that effects population health (Ex: Local health district/healthcare system partnering with the housing authority, VDOT, CDFI's, economic development commission to address community housing, transportation, etc.)

How will organizations be selected?

Applications are scored according to the following criteria:

- **Clarity of plan for project** (0-5 points)
Does the applicant have a clearly articulated plan? Is the plan reasonable? Do they have experience in successfully hosting similar events?
- **Metrics plan** (0-5 points)
Does the plan provide a metric process for measuring desired outcomes? Does it focus on the social determinates of health? Does it demonstrate a positive impact on the community involved through the focus areas of the grant and show measurement tools used to track data collected?
- **Demonstrated need** (0-5 points)
Does the applicant's community have a significant burden or risk factors associated with the SORH focus areas? Or are there disparities within the community or specific subpopulations at greater risk? Is there a gap in services or messaging or political will that the proposed work will help to address?
- **Potential impact** (0-5 points)
What is the potential impact or local significance of this project ? Does the applicant clearly articulate what outcomes will ne achieved? Will the project effect a substantial or influential portion of the community? Will it help to influence or catalyze the development of policy, partnerships, funding, or services?
- **Innovative Approach** (0-5 points)
Does the applicant's project innovatively capture the intended audience? Does the program uniquely tackle rural health disparities that remain sustainable beyond grant funding?
- **Marketing Approach** (0-5 points)
Does the program have an innovative marketing plan? Does the organization utilize local health department in the marketing process?
- **Relevance to prevention of and response to SORH target areas** (0-5 points)
Does the applicant have a clear focus on one or more aspects of the SORH focus areas?
The selection committee will also consider diversity of geography, local community capacity, focus area, and other factors in selecting communities for funding.



- **Current Partnerships** (0-5 points)
Does the applicant currently work with other organizations? Do the partnerships align with the VA-SORH mission and purpose?
- **Application must score at least a 27/35 to receive funding!**

VA-SORH Sub Recipient Grant Restrictions

- The organization may request no more than the amount listed in the summary of funding. Awards to support projects beyond the first budget year will be contingent upon satisfactory progress in meeting the project's objectives, and a determination that continued funding would be in the best interest of VA-SORH.
- Fund research projects that lack a direct linkage component addressing the following:
 - Workforce Development Programs
 - Telehealth
 - Substance Misuse
 - Behavioral Health
 - Mobile Integrated Health/Community Paramedicine
- Fund travel expenses to conferences, food, completed projects, debt reduction campaigns, building an endowment, land acquisition projects, religious or church-sponsored facilities limited to church membership or projects that exclusively serve religious purposes, general operating costs, fundraisers or raffles, alcohol, entertainment cost, promotional items, advisory boards, honoraria, invention, patent, or licensing costs, lobbying, meals, pre-award costs, promotional items (SWAG,) etc.
- The Virginia SORH grant has allowed 20% of the grant budget to be put towards salary to directly support SORH project management and implementation; the SORH grant is not allowed to fund: stipends for undergraduate/graduate/higher education internships, fellowships, and grant funds cannot be used to reimburse tuition due to the number of grants/scholarships who directly support the need.
- Underwrite sponsorships and tuition
- For equipment costing over \$5,000.00 (per unit), *which is allowable*, under the Virginia Department of Health(VDH) policy and regulations, the equipment is the property of VDH, and will be thoroughly tracked through the duration of the grant year. After the grant period has ended, the equipment must still be tracked and reported until the equipment's expiration date.
- An organization **may not receive funding for more than one project until the completion or termination of funded program.**



Application Requirements

Limit to 10 pages with the following:

1. Statement of Need
2. Population to be served
3. Project Goals and quantifiable objectives with timeline
4. Budget Narrative
 - a. Salaries cannot exceed more than 20% of the submitted budget.
 - b. No indirect cost
5. Marketing Plan
6. Future Work plan Narrative
7. Metric Tracking Plan

How to Submit an Application

Applications may be submitted by one of the following ways:

- Email: Heather.Anderson@vdh.virginia.gov
- Fax: 804-864-7440
- Mail: Virginia Department of Health
Office of Health Equity
Attn: Virginia State Office of Rural Health Grant Application 2020
Richmond, VA 23219

Award Notifications

Applications will be reviewed and awards will be announced for the first round by **March 15th** and a **second round by April 25th** for the second round of applications, *if applicable*. Awardees must submit an updated work plan/budget by **May 30th** before funding is awarded **July 1st**.

Definitions

Annual- Occurring once every year.

Sub-recipient- A non-Federal entity that receives a sub award from a pass-through entity to carry out part of a Federal program.

Financially Stable- Being able to maintain the proposed project without continued funding from VA-SORH.

Helpful Documents/Links:

Am I Rural?

<https://www.ruralhealthinfo.org/am-i-rural>

Partnership for a Healthier Virginia

Note: Presents a list of community assessments published by hospitals and local health departments across Virginia, so you can easily locate the Community Health Needs Assessments in your county

<https://phvi.wpengine.com/>

Health Opportunity Index

<http://www.vdh.virginia.gov/health-equity/virginia-health-opportunity-index-hoi/>

Community Toolbox

<https://ctb.ku.edu/en>

Appalachian Regional Commission

<https://www.arc.gov/>